



Republic of the Philippines  
Department of Education  
REGION X – NORTHERN MINDANAO  
SCHOOLS DIVISION OF EL SALVADOR CITY

Office of the Schools Division Superintendent

24 October 2023

DIVISION MEMORANDUM

No. 474 s. 2023

**COMPOSITION OF THE BARANGAY AND SANGGUNIANG KABATAAN  
DIVISION ELECTION TASK FORCE (BSK-DETF)**

To: Assistant Division Schools Superintendent  
Chief Education Supervisors  
Education Program Supervisors  
All Public Secondary and Elementary School Heads  
All Others Concerned  
This Division

1. Pursuant to DepEd Memorandum No. 063, s. 2023, this Office establishes the **Barangay and Sangguniang Kabataan-Division Election Task Force** (BSK-DETF) to monitor the elections starting at 1:00 p.m. on October 29, 2023, and ending on October 30, 2023.

2. This BSK-DETF task force is composed of:

Designation	Responsible Person
Chair	Conniebel C. Nistal, PhD
Regular Members	Rolly B. Labis Ninian A. Alcasid Jeffrey M. Martinez Glenn John O. Isiderio
Auxiliary Members	Marie Jade A. Cacayan Lina C. Bejiga Genevieve E. Lusterio Maricel B. Jangao Stephanie P. Saligumba

3. The functions of the BSK-DETF members include, but are not limited to the following:

- Maintain an Operation and Monitoring Center to document and report all teachers and school-related issues and concerns before, during, and after elections;
- Ensure that teachers are provided with and/or referred to adequate information technical and legal assistance in the course of the performance of their duties as members of the Electoral Board;
- Serve as DepEd institutional link to volunteer organizations and individuals;





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- d. Provide close horizontal and vertical coordination and consultation among DepEd, COMELEC, partner agencies involved in the 2023 BSKE; and
  - e. Complement the other government agencies' efforts for an honest, orderly, and peaceful elections.
4. Meals and snacks of the BSK-DETF shall be charged to the Division MOOE/local funds subject to the usual auditing rules and regulations. Moreover, as stipulated in the DepEd Memorandum No. 063, s. 2023, the grant of honoraria to officials and personnel who will render services to their respective ETFs shall be subject to existing Commission on Audit rules and regulations, as well as issuances from the Department of Budget and Management relative to the matter.
5. Payments of overtime or the grant of compensatory time-off to qualified personnel are authorized, subject to the availability of funds and existing auditing rules and regulations, including applicable Civil Service laws.
6. This office adheres to the Equal Opportunity Principle (EOP) in observing all policies and protocols. Hence all action shall be based solely on guidelines set with no discrimination on age, gender identity, sexual orientation, civil status, disability, religion, ethnicity, or political affiliation.
7. Immediate and wide dissemination of this Memorandum is directed.

**RANDOLPH B. TORTOLA**  
Schools Division Superintendent

To be indicated in the Perpetual Index  
under the following subjects:

BARANGAY AND SANGGUNIANG KABATAAN ELECTIONS  
ELECTION TASK FORCE

CID/NAA



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